



ARIZONA BOARD OF ATHLETIC TRAINING
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REGULAR SESSION MEETING MINUTES

April 5, 2010

Board Members Present: Laurie White, ATC – Chairman
Michael Nesbitt, ATC – Vice-Chair
Aaron Nelson, ATC

Board Members Absent: Jennifer Fadeley, Public Member
Michael Vaughn, Public Member

Staff Present: Wendy Hammon, Executive Director
Christie Van Wormer, Administrative Assistant

Legal Staff Present: Montgomery Lee, Assistant Attorney General

Call to order

The regularly scheduled meeting of the Arizona State Board of Athletic Training was called to order at 9:01 a.m. Chair, Laurie White presiding.

Approval of minutes

Meeting Minutes of March 1, 2010

Aaron Nelson moved to approve the minutes as amended. Michael Nesbitt seconded the motion and it passed 3-0.

Special Session Meeting Minutes of March 15, 2010

Michael Nesbitt moved to approve the minutes as written. Aaron Nelson seconded the motion and it passed 3-0.

Special Session Meeting Minutes of March 18, 2010

Aaron Nelson moved to approve the minutes as written. Michael Nesbitt seconded the motion and it passed 3-0.

Review Board Meeting Schedule

May 3, 2010, 9:00 a.m. in person

June 7, 2010 9:00 a.m. (telephonic)

May 3rd may pose a conflict for Aaron Nelson, however, the meeting schedule will remain as set unless the Executive Director notifies the Board of a need to change.

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Declaration of conflicts of Interest

Ms. White asked if anyone needed to declare a conflict of interest based on anything on the agenda. None of the Board members indicated that they needed to do so.

Initial Review of Complaints

1. Board staff reported that there were no new complaints filed.

Discipline Status Report

1. Tara Hodge – The Board attorney, Montgomery Lee is still working on a format for the next action that needs to occur with regard to Ms. Hodge.
2. Aaron Howard – Mr. Howard has paid his civil penalty and a reminder letter was sent.
3. Daniel Wright – Mr. Wright has completed his requirements for this complaint and staff recommended to the Board that this complaint be closed. Michael Nesbitt moved to close the complaint. Aaron Nelson seconded the motion and it passed 3-0.
4. Daniel Wright – Mr. Wright has returned his signed agreement and his license was issued.
5. Theresa Doherty – Nothing additional has been heard from Ms. Doherty but the quarterly reminder letter was sent.
6. Lisa Gandolfi - Ms. Gandolfi has completed her education requirements and has indicated that she is sending the remainder of her civil penalty.
7. Michael McKenney – Mr. McKenney has reported that the majority of the email responses have been received. He is about to resend those who have not responded.
8. Teresa Balam – Ms. Balam has received her consent agreement. The quarterly reminder was sent but also reminded her that she needs to sign and return the consent agreement.

Substantive review, discussion, and vote regarding the applications for licenses as follows

a. Initial applications

Dane Dorsten	Jyae Hur	Benjamin Klein	Cassandra Lanning
Christopher McKenna	Clete Sigwart		

Michael Nesbitt moved to approve the initial licenses. Aaron Nelson seconded the motion and it passed 3-0.

b. Renewal applications

Nicole Chimera	William Deer	David Edwards	Nichole Edwards
Marie-Elizabeth Finamore	Aaron Fried	Sara Fried	Lisa Gandolfi
Adam Garmon	James Gentry, Jr.	Leslie George	Drew Giardina

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Dale Gilbert	Daniel Golden	Michelle Gonzalez	Michael Gooding
George Goodridge	Jason Gorder	Meganne Gourley	Kevin Graff
Ashley Granz	Tamee Gressett	Carolyn Griffiths	David Groeschner
Terri Groessl	Michelle Grubb	Mark Gruesbeck	Linda Guariglio
Melissa Gustavson	Joshua Guteman	Tiffany Gutierrez	Craig Hackett
Ed Halbur	Anthony Harris	Anna Hartman	Jeremy Hassler
Jeff Haynes	David Hayward	Mark Heichelbech	Jeffrey Herndon
Victor Herrera	Kyle Herrig	Jonathan Herzner	Susan Hillman
Marilyn Hintz	Aaron Hoback	Jarrett Holmes	Mary Hoover
Walter Horn	Scott Horton	Taleen Horton	Geoffrey Hostetter
Aaron Howard	Susan Hubbard	Jacquleen Hunt	Angela Hunter
James Imhoff	Jennifer Jallo	Jeffrey Jankowski	Brittany Janousek
Curtis Johnson	Matthew Johnson	Vincent Kame	Robin Knepper
Justin Kokoskie	Jaclyn Kubik	Amy Kublin	Ryan Larson
Jennifer Lechtenberg	John Leonard	Mark Letendre	Michael Lopriore

Aaron Nelson moved to approve the applications. Michael Nesbitt seconded the motion and it passed 3-0.

c. Renewal applications: (continued practice without current license)

None

Review, discussion and Possible Action – Other Business

a. Sunrise – update –

HB 2074, staff reported that this bill has now been forwarded to the Governor for signature.

HB 2142, staff reported that this bill has cleared the Senate and has been returned to the House for forwarding to the Governor for signature.

SB 1326, staff reported that this bill is moving through the House.

Review, Discussion and Possible Action on Administrative Matters

a. Revenue and Expenditure Report

The Executive Director stated that the budget is looking good. The Executive Director also requested approval to purchase two file cabinets – one 4 drawer lateral and one 2 drawer lateral. She stated that she has been checking with surplus property for these items as it would be less expensive to purchase them there but no luck so far. The current 4 drawer lateral is full and we are using part of the Occupational Therapy file cabinets. The 2 draw lateral is necessary for the front desk for storage of active, Board review files and as such needs to be more furniture grade. The Executive Director has also been checking surplus for this type of file also but has had no luck. She also stated that this purchase will only be made if there are sufficient funds available toward the end of the year. She is looking at June for the purchase to allow for delivery time. Michael Nesbitt moved to approve these purchases. Aaron Nelson seconded the motion and it passed 3-0.

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Michael Nesbitt asked if there were plans to move to completely automated files, i.e., scanning documents. The Executive Director explained that the staff would like to ultimately get to this place, however, the agency does not have a secure server on which to place these records which would mean that they would have to be scanned to the hard drive of one of the computers. The volume of the records would no doubt max the space on one of the computers rendering it unusable and if that computer would be compromised in any manner the agency would possibly lose all the records. The Executive Director was asked to explore whether there might be some possibility of another larger agency such as the ADOA having the ability to house the records in a secure manner yet still have them available to the agency.

There was also a brief discussion of ways to cut cost such as emailing renewal notices and applications. This is something the staff is working on however, at this time we do not have all of the email addresses. As applications cycle through we are receiving more email addresses but some licensees are not providing them. This is something that needs to be addressed during rule revisions since currently the email address is not included in the mandatory requirements.

b. Review of Administrative Project Status

Policies and procedures – Staff reported that action on the policy and procedure for sunrise and sunset activities is on-going and progress is being made although it is slow in coming.

Staff presented a draft policy and procedure for the receipt of applications. After a brief discussion Aaron Nelson moved to approve the policy and procedure and Michael Nesbitt seconded the motion. It passed 3-0.

The Executive Director advised the Board of the passage of HB2003 and the requirement for closure of the office due to the furlough mandate contained in this bill. The staff is being required to furlough one day prior to June 11th this year and those days will stagger so the office will remain open. For fiscal years 2011 and 2012 the days are set for all state government. The Executive Director advised the Board that a new section had been added to the website to provide the ability to put up news items. This item along with the dates of closure would be posted to the website.

Michael Nesbitt discussed the need for a Board liaison to the AzATA in light of the situations revolving around SB 1326. After a brief discussion the Board was in favor of this idea, however, it was pointed out that until HB2142 was signed into law the Board does not have authority to do this. Therefore, this matter will be addressed in more detail after the bill is signed. It was also mentioned that this might be something that should be included in the revised rules when they are addressed.

c. Future agenda items –

1. Liaison to AzATA

Call to the Public

A call to the public was made and no public comment was received.

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Adjournment

There being no further business before the Board, Michael Nesbitt moved to adjourn the meeting. The motion was seconded by Aaron Nelson. The meeting adjourned at 10:10 a.m.

Respectfully submitted,

Wendy H. Hammon
Executive Director